



## **SUSTAINABILITY COMMITTEE MEETING MINUTES**

**December 8, 2025 at 2:30 PM**

**Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho**

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### **Call to Order**

Chair Christine Moon called the meeting of the Sandpoint Sustainability Committee to order at 2:30pm on Monday, December 8, 2025, in Council Chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

### **Roll Call**

#### **PRESENT**

Christine Moon, Chair  
Deborah Dickerson, Vice Chair  
Diana Duke  
Mary Wilkosz  
Makayla Sundquist  
John Monks

Also present were City Council Liaison Pam Duquette, Staff Liaison Rachel McKinley, and board clerk Mandy Brown.

### **General Announcements/Comments**

#### **Meeting Minutes Approval**

##### **1. Approval of the Minutes from the Committee's November 13, 2025, Meeting**

The minutes from the Committee's November 13, 2025, meeting were approved as presented.

Motion made by Mikayla Sundquist, Seconded by Diana Dickerson.

Voting Yea: Chair Moon, Vice Chair Dickerson, Committee Member Duke, Committee Member Wilkosz, Committee Member Sundquist, Committee Member Monks.

#### **Old/Unfinished Business**

##### **2. Recommendation - Committees' prioritized goals and objectives for 2026 - action item**

The committee established their 2026 goals as follows in priority order:

- A. Engage one or more university programs to partner with the City on sustainability
- B. Gather baseline and benchmark data for a municipal operation sustainability framework by December 2026
- C. Develop a Framework for implementing "F" <sup>i</sup> of our duties by April 2026
- D. Advocate for education and training for staff on sustainability in 2026

Motion made by John Monks, Seconded by Mary Wilkosz

Voting Yea: Chair Moon, Vice Chair Dickerson, Committee Member Duke, Committee Member Wilkosz, Committee Member Sundquist, Committee Member Monks.

### **3. Recommendation - Sustainability Plan: Communication Plan adoption - action item**

The committee discussed the Communication Plan and Committee Member Wilkosz made a motion to recommend the plan for review by City Staff with Rachel facilitating the review process.

Motion made by Mary Wilkosz, Seconded by Mikayla Sundquist.

Voting Yea: Chair Moon, Vice Chair Dickerson, Committee Member Duke, Committee Member Wilkosz, Committee Member Sundquist, Committee Member Monks.

### **4. Report - U of I student pilot project communication – action item**

Committee Member Wilkosz made a motion to modify the letter to replace the five existing projects with “Gather baseline and benchmark data for a municipal operation sustainability framework” as listed above and add a reference to the memorandum of understanding that will be to follow.

Motion made by Mary Wilkosz, Seconded by Diana Duke.

Voting Yea: Chair Moon, Vice Chair Dickerson, Committee Member Duke, Committee Member Wilkosz, Committee Member Sundquist, Committee Member Monks.

### **5. Report - Boise State University's “Power Talks” series by Mary Wilkosz**

Committee member Wilkosz shared an upcoming series hosted by Boise State on sustainability topics.

**New Business - none**

**Committee Roundtable**

**Adjourn**

With no further business on the agenda, the meeting was adjourned at 3:53 pm.

The foregoing minutes, prepared by the Board Clerk, were approved by the Committee during their meeting on \_\_\_\_\_, 2025.

\_\_\_\_\_  
Christine Moon, Board Chair

\_\_\_\_\_  
Attest: Mandy Brown, Board Clerk

\_\_\_\_\_  
i “F” Evaluate proposed parks, public works, infrastructure, and development projects and initiatives for their potential environmental impact and sustainability benefits, providing recommendations for improvements or alternatives. As established in Sandpoint Sustainability Committee Duties (City Code 2-7-4).